

What needs to be done	When it will be done	Who will do it	Who was present	Who was present
Identify Goals	Tuesday	Everyone	Tuesday Ariel	Thursday Ariel
Identify Resources	Tuesday	Everyone Rachael, Courtney,	Nathan	Nathan
Create Budget	Thursday	Nathan Ashley, Ariel,	Ashley	Ashley
Create Powerpoint	Thursday	Brandie	Rachael	Rachael
Prepare Final Project	Thursday/ Weekend	Everyone	Courtney	Courtney
Put Everything on Flash Drive	Tuesday/T hursday	Ariel/Brandie		Brandie
Put Everything on Wiki	Thursday/ Weekend	Everyone		
Change Everything to PDF File	Thursday/ Weekend	Everyone		

What we got done Tuesday	Identified goals, identified resources Created Prezi, created budget,
What we got done Thursday	put files on Wiki Prepare speech, convert files to PDF and
What will be done over the weekend	put on Wiki